

**MINUTES FOR  
PROJECT ENGINEERS MEETING  
Thursday, April 10, 2003  
11:00 am. Conference Room 'C'**

- 1 CADD & PC Update ..... Randy Bissette  
We have received 9 workstations in the last two weeks. Five are due to arrive next week. All technicians should have a good machine now. Hopefully, we will get 8 for Project Engineers. We are scheduled to get a scanner also. BSIPS information will be distributed as we get it.
2. Branch Staff Meeting ..... Greg Perfetti  
(See Attached Copy of Branch Minutes)
3. Instream Worktimes ..... Ricky Keith  
If you get requests from PDEA or others regarding how long the Contractor will be working in the water, please let me know. We should not be specifying times as they may be in conflict with the actual Contract Times. In the past these estimated times for in stream work have shown up in the permit and consequently in the contract document. See attachment for response to PDEA requests.
4. Fill Slopes..... Ricky Keith  
If you have high fill slopes you might want to check with Soils & Foundations prior to establishing your end slopes on your structures. Depending on the height of fill and soil conditions these may need to be increased from 1½:1 to 2:1. This would, of course, alter your computed bridge length.
5. Draft CE Review ..... Ricky Keith  
On bridge replacement projects Planning will be sending us draft copies of the CE for us to review. This will give us an opportunity to make comments on these projects at a very early stage. Please take advantage of this opportunity and return these to Planning as requested. You might want to look at the site, discuss with Area Bridge Engineer or with me prior to returning your comments.
6. Access..... Ricky Keith  
When reviewing your projects for construction access be sure to consider how the Contractor will be able to set the girders. If you have doubts discuss this with the Area Structure Engineer. For long spans that require cranes to make an extended reach with the boom you should consider using steel instead of concrete girders to reduce the load to be lifted.
7. Unusual Structures ..... Ricky Keith  
If you have structures that are out of the ordinary due to span length, location, constructability issues, historical significance, aesthetic concerns, etc. please set up a meeting with me, Greg, and Allen to discuss. Also invite others to participate as needed such as the Area Engineer for construction issues.

8. Railroad & TVA Issues.....Allen Raynor  
Make sure you are coordinating with PDEA to get environmental information to TVA. Let Allen know if you are having problems with this. When reviewing the 13<sup>th</sup> month let list let Allen know if a TVA permit is required.

Consider drilled shafts where possible to eliminate shoring on Railroad projects. We do not want shoring. See Allen if you have steep cuts adjacent to RR structures.

9. Structure Workshop Highlights..... Tom Koch  
(Final minutes will be e-mailed)

10. Other  
Jim Kellenberger/Gene Conti visit 10-3 Friday.

Hydraulics would like us to start reviewing a preliminary layout for our structures in a short meeting with them prior to them submitting the final Hydraulic Survey Report. This will give us an opportunity to review the span lengths and comment without asking them to have to revise the final report later on.